

Board of County Commissioners Agenda Request

Date of Meeting: March 23, 2004
Date Submitted: March 17, 2004

To: Honorable Chairman and Members of the Board

From: Parwez Alam, County Administrator *PA*
Vincent Long, Assistant County Administrator *VL*

Subject: Approval of an Enabling Resolution Establishing the Airport Gateway Corridor Advisory Committee

Statement of Issue:

This agenda item requests Board approval of a Resolution establishing the "Airport Gateway Corridor Advisory Committee" to function and operate as a Fact Finding/Focus Committee (Attachment #1).

Background:

On November 25, 2003, the Board held a workshop on the Innovation Park Task Force Final Report to consider the Task Force's recommendations. On January 27, 2004, the Board ratified the actions taken, including the direction to enhance the roads and access points from the airport to the downtown area. On February 10, 2004, the Board unanimously requested that staff bring back an agenda item establishing an advisory committee to study the "Airport Gateway Corridor" from Capital Circle SW to the downtown area.

Analysis:

The resolution creates a seven (7) member, Board appointed "Airport Gateway Corridor Advisory Committee." The purpose of this Committee is to analyze the access points from the airport to the downtown area, the methods by which this corridor may be improved and to report their findings with recommendations, as appropriate, to the Board of County Commissioners. The Airport Gateway Corridor Advisory Committee will function as a "Fact Finding/Focus Group" as defined and in accordance with Board Policy #03-15.

The Committee shall exist from the date of its creation for the period of time necessary to complete its designated task or until December 31, 2005, whichever comes first. The Board will make appointments to the Airport Gateway Corridor Advisory Committee at the April 13, 2004 regular meeting.

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Options:

1. Approve the Enabling Resolution creating the Airport Gateway Corridor Advisory Committee.
2. Do not approve the Enabling Resolution.
3. Board direction.

Recommendation:

Option #1

Attachment:

1. Enabling Resolution establishing the Airport Gateway Corridor Advisory Committee.

RESOLUTION NO. _____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, TO ESTABLISH AN ADVISORY COMMITTEE WHICH SHALL BE NAMED THE AIRPORT GATEWAY CORRIDOR ADVISORY COMMITTEE AND WHICH SHALL OPERATE AND FUNCTION AS A FOCUS GROUP.

WHEREAS, the Board of County Commissioners of Leon County, Florida (the Board) recognizes and acknowledges the importance of public involvement and input in County government; and

WHEREAS, in order for the Board to consider the input of the public in the matter of improving the road corridor or "gateway" from the airport to the downtown area, it wishes to establish and appoint an advisory committee to function and operate in accordance with Board Policy No. 03-15, Board-Appointed Advisory Committees: Establishment, Appointment, Function, Operation, and Dissolution.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, that:

1. The Board hereby establishes an advisory committee, to be named the Airport Gateway Corridor Advisory Committee, for the purpose of researching the methods by which the existing road corridor from the airport to downtown may be improved and to make recommendations for improvements of this road corridor, as necessary, to the Board.
2. The Airport Gateway Corridor Advisory Committee shall function and operate as a Focus Group in accordance with Board Policy No. 03-15, Board-Appointed Advisory Committees: Establishment, Appointment, Function, Operation, and Dissolution.

3. The Airport Gateway Corridor Advisory Committee shall have as its goal to research the methods by which the existing road corridor from the airport to downtown may be improved and to make recommendations for improvements of this road corridor, as necessary, to the Board.

4. The Airport Gateway Corridor Advisory Committee shall be charged with the responsibility of giving input to staff on all of their findings and recommendations for corridor improvements, as deemed necessary and/or appropriate.

5. The Airport Gateway Corridor Advisory Committee shall have seven (7) members to be appointed as follows: Each Board member shall appoint one member to the advisory committee from the applicant pool in compliance with Board Policy No. 03-15 Board-Appointed Advisory Committees: Establishment, Appointment, Function, Operation, and Dissolution.

6. The members of the Airport Gateway Corridor Advisory Committee shall not be subject to full and public disclosure of financial interests.

7. The Airport Gateway Corridor Advisory Committee shall be assisted by staff from Leon County.

8. The Airport Gateway Corridor Advisory Committee shall be dissolved only as follows: Upon completion of the review of the methods by which the existing road corridor from the airport to downtown may be improved, including making any and all recommendations for improving this corridor to staff for transmittal to the Board, by further action of the Board, or on December 31, 2005, whichever comes first.

9. This resolution shall become effective immediately upon its adoption.

DONE, ADOPTED, AND PASSED by the Board of County Commissioners of Leon
County, Florida, this 23 day of March, 2004.

LEON COUNTY, FLORIDA

ATTESTED BY:

BY: _____
Bob Inzer
Clerk of the Circuit Court

BY: _____
Jane G. Sauls, Chairwoman
Board of County Commissioners

APPROVED AS TO FORM:
Leon County Attorney's Office
Leon County, Florida

BY: _____
Herbert W. A. Thiele
County Attorney

Leon County Board of County Commissioners

Advisory Committee Request Form

Date of Request: March 23, 2004

Individual Requesting the Formation of a Committee: Commissioner Grippa

Subject Matter Involved: Airport gateway corridor review

Type of Committee Being Requested: *Decision Making* _____ *Fact Finding* **X**

Decision Making Definition - Decision making committees are subject to the requirements of the Sunshine Law. They become part of the Board's decision making process. They choose alternatives and direction; narrow or eliminate options for the Board's consideration; make decisions by voting; make recommendations to the Board directly through staff; create by-laws; provide more than fact-finding technical assistance; and are usually facilitated by staff. Committees/Boards which make final binding decisions without returning to the Board based on delegated authority by statute, code, rule, policy or other state, federal, or local law are considered decision making committees and are subject to the requirements of County Policy. Due to voting requirements, and potential conflict of interest, stakeholders are strongly discouraged from appointment to decision making committees.

Fact Finding/Focus Group Definition - Focus Groups are not subject to the requirements of the Sunshine Law. They provide a source of community input, information gathering and factual resources. They have no characteristics of a Decision Making Committee; do not need by-laws; provide individual input, data and factual findings to staff as part of staffs' development in its advisement to the Board; and they do not take votes (more brainstorming focus), therefore, appointment of Stakeholders as members does not present a conflict of interest and is encouraged.

Both Decision Making and Fact Finding Committees are subject to Public Records and some Code of Ethics Laws.

Purpose of the Committee:

To analyze the access points from the Tallahassee Airport to the downtown area and to report to the Board recommendations on the methods by which this corridor may be improved through public/private investment.

Time Duration of the Committee: From: March 23, 2004 To: December 31, 2005

Type of Final Product the Committee will produce? Recommendations to the Board as discussed above.

What are the Term Limits for Committee Members Serving on this Committee: 7 members, all termed limited at the end of the Committee's duration (December 31, 2005).